

Property capital gains checklist

1 Purchase documents

- ☐ Copy of front page of purchase contract
- ☐ Stamp duty and legal fees receipt
- ☐ Settlement statement on purchase
- ☐ Any capital improvements
- ☐ Any other expenses relating to the purchase
- ☐ Any initial repairs to get it to rentable condition

2 Sale documents

- ☐ Contract on sale
- ☐ Agent commission, marketing and styling receipts
- ☐ Settlement statement on sale
- ☐ Any other expenses relating to the sale

3 Tell us if any of these apply

- ☐ **The property was your main residence for any period**
Please provide the dates it was your main residence, and confirm whether any other property owned in the same period was also treated as a main residence. We may also need the market value of the property when it was first rented out.
- ☐ **The property was vacant land or a holiday home and was not rented out**
Please provide a list of expenses incurred on the property that have not been claimed as annual tax deduction, so we can include them in the capital gains calculation — rates, water supply (not usage), strata levies, insurances, land tax, interest, and repairs and maintenance.
- ☐ **Repair works were done after the tenants left**
Repairs carried out in the following financial year are not a rental expense — they go into the capital gains calculation instead.

ONE THING TO REMEMBER

- 1 The date of exchange of contracts on sale — not the settlement date — determines the financial year the capital gain is declared in.